

THE CITY OF HARTFORD

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The City of Hartford is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities and persons with disabilities.



RADIO TECHNICIAN I

Salary Range: \$780.75 - \$937.00/weekly

POSITION

Vacancy is in the Systems Services Division of the Police Department. Under immediate supervision, assists in the repair, maintenance and installation of the City of Hartford's radio communications systems. Installs, removes, maintains and repairs municipal radio equipment and wiring. Erects and maintains radio antennas, masts and towers and the lines and facilities which support them. Handles requests of internal staff, City departments and outside entities as needed. Maintains, trouble shoots, and repairs voice and time recording equipment, house alerting components and mobile data systems. Keeps radio repair shop, benches and garage area clean and orderly. Provides technical support. Maintains accurate records of all repairs and inventory of radio equipment. Assists in training end-users in the use of radio equipment and mobile data systems. Performs related work as required. The hours of this position are 40 per week.

QUALIFICATIONS

Graduation from a standard high school or vocational school, supplemented by courses in the repair and maintenance of electronic equipment. Two years experience in the repair, installation, and maintenance of 2-way radio and electronic equipment. Possession of a valid driver's license. **A COPY OF YOUR DIPLOMA OR TRANSCRIPT AND A COPY OF YOUR DRIVER'S LICENSE MUST BE ATTACHED TO YOUR APPLICATION. A DIPLOMA OR TRANSCRIPT SUBMITTED WILL BE VERIFIED BY THE HUMAN RESOURCES DEPARTMENT. APPLICATIONS WITHOUT PROPER DOCUMENTATION WILL NOT BE PROCESSED.**

NECESSARY SPECIAL QUALIFICATIONS

As a condition of permanent employment, the candidate must have or acquire within a year a Technician Certification awarded by the National Association of Business and Educational Radio (NABER).

EXAMINATION

Open to all applicants who meet the above qualifications. The examination will consist of rating your training and experience as contained on your application. It may also include a written test, an oral test, or a combination thereof. The examination will be designed to measure: Knowledge of the principles of electronic theory and maintenance, including digital and analog. Knowledge of current developments and improvements in public safety radio systems, including equipment and techniques; Knowledge of pertinent FCC rules and regulations governing the transmission and reception of messages by government radio equipment; Knowledge of the methods, tools, instrumentation, equipment, and materials used in the testing of radio communications equipment, including the construction, repair, installation, and maintenance of test equipment; Ability to detect defects in the operation of radio equipment and to make technical repairs and installations including soldering and desoldering of printed circuit board; Ability to establish and maintain effective working relationships with others; Ability to communicate effectively, both verbally and in writing. If selected, you will be required to pass a physical examination administered by a City physician, a drug and alcohol screening examination, a background check, and serve a six-month probationary period. This examination is subject to all Federal, State, and Municipal laws, rules and regulations.

The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the Americans with Disabilities Act (ADA). If you need an accommodation in the application or testing process, please contact the human Resources Department.

APPLICATIONS WILL BE ACCEPTED UNTIL WEDNESDAY, APRIL 26, 2006.

Exam No. 2326
Issued: 4/11/2006

EMPLOYMENT BENEFITS:

- Health Plan and Hospitalization
- Paid Vacations and Holidays
- Retirement Plan
- Group Life Insurance
- Sick Leave

Applications are obtained from and submitted to
DEPARTMENT OF HUMAN RESOURCES
MUNICIPAL BUILDING
550 MAIN STREET
HARTFORD, CONNECTICUT 06103
TELEPHONE (860) 543-8590

VETERAN'S PREFERENCE:

Preferential Points may be given to Eligible Veterans. Check with the Department of Human Resources.

CHANGE OF ADDRESS: It is *your responsibility* to notify the Department of Human Resources of any Change of Address on your application.